

Attachment 7

ENVIRONMENTAL CRITERIA FOR JANITORIAL PRODUCTS

The City of Seattle recently adopted policies on Environmentally Responsible Purchasing and Chemical Use which are intended to provide sound environmental stewardship, protect human health, reduce operating expenses associated with the use of highly regulated hazardous materials, and reduce potential liability to the City. Therefore, environmental criteria are being added to a wide variety of new City contracts, including these environmental specifications for janitorial service contracts.

1. Identification of Janitorial Products and Certification of Mandatory Product Attributes

Prior to contract award, the apparent successful bidder must identify all janitorial products intended to be used in providing janitorial services to the City by product name, manufacturer name, and product type. (Examples of product type include glass cleaner, toilet bowl cleaner, tub/tile cleaner, air freshener, furniture polish, spot remover, floor finish, disinfectant, and graffiti remover.) In addition, the apparent successful bidder must submit documentation that provides proof that all ingredients, both active and inert, in each of the janitorial products identified for use in execution of a contract with the City, adhere to the criteria specified as mandatory product attributes below (section 2.)

Required documentation includes a completed Manufacturer's *Product Certification Form* (Appendix A) and a *Material Safety Data Sheet* for each product intended to be used by the bidder in providing janitorial services to the City. Failure to provide/submit this information within 14 days may be grounds for bid rejection.

2. Mandatory Product Attributes

The following product attributes are mandatory for environmentally responsible cleaning products used by contractors in City of Seattle facilities.¹ Failure of a product to meet any of the criteria listed below, or failure to submit acceptable verification that a product meets these criteria, may lead to the automatic rejection of the bid. All answers should pertain to the product in its diluted or ready-to-use state. Shaded boxes contain references for the mandatory product attributes listed below.

a) No Persistent, Bioaccumulative And Toxic Chemicals

The City of Seattle believes that these chemicals are no longer required in most cleaning products and wishes to protect human health and the environment by minimizing use of such chemicals.

¹ The City reserves the right to make exceptions to the criteria on a case-by-case basis if no products meeting these criteria can be found that will address the City's need in a particular situation.

- No ingredient shall be on EPA's Superfund Amendments and Re-authorization Act (SARA) Title III, Section 313 list of toxic release inventory chemicals.
(NOTE: biocides in disinfectants are exempt from this criterion.) **AND**
- Additionally, no product shall contain alkylphenol ethoxylates (APE's) above trace amounts. The City recognizes that the breakdown products of APE's bioaccumulate in the environment. Further, there is potential danger to wildlife and humans when hormonal mimics like APE's are released into the environment.

A list of the Toxic Release Inventory chemicals (*EPA's Superfund Amendments and Reauthorization Act (SARA) Title II, Section 313 list*) can be found at:
<http://www.epa.gov/opptintr/tri/chemls2.pdf>

See Appendix B for a non-exhaustive list of APE's.

a) No Carcinogens, Mutagens And Teratogens

In order to protect human health and the environment, no ingredient shall be classified as a known or probable carcinogen, mutagen, or teratogen on any of the following lists:

- Latest edition of the Annual Report on Carcinogens, National Toxicology Program (NTP)
 - International Agency for Research on Cancer (IARC), Group 1, 2A or 2B
 - Occupational Safety and Health Administration (OSHA) regulated carcinogens
- AND**

Additional restricted substances that are highly toxic and/or suspected carcinogens that shall not be present in a product beyond trace amounts are:

- paradichlorobenzene, CAS 106-46-7
- 1, 4-dioxane, CAS 123-91-1
- sodium hypochlorite, CAS 7681-52-9
- nitrilotriacetic acid (NTA), CAS 139-13-9
- sodium ethylenediamine tetraacetic acid (sodium EDTA), CAS 60-00-4

Known or probable carcinogens, mutagens, or teratogens can be found on any of the following lists:

- *National Toxicology Program (NTP), Latest edition, Annual Report on Carcinogens*
Known Human Carcinogens:
http://ntp-server.niehs.nih.gov/NewHomeRoc/Known_list.html

Reasonably Anticipated to be Human Carcinogens:
http://ntp-server.niehs.nih.gov/NewHomeRoc/RAHC_list.html
- *International Agency for Research on Cancer (IARC), Group 1, 2A or 2B*
<http://193.51.164.11/default.html> (Go to: Complete list of agents, mixtures and exposures evaluated and their classification)
- *Occupational Safety and Health Administration (OSHA)*
http://www.osha-slc.gov/OshStd_toc/OSHA_Std_toc.html

a) No Ozone-Depleting Compounds

In order to prevent ozone depletion, no products shall contain ozone-depleting compounds as identified by the Montreal Protocol.

See *1997 Update of the Handbook for the International Treaties for the Protection of the Ozone Layer*
<http://www.unep.org/ozone/handbook-update.htm>

d) Low Volatile Organic Compounds (VOC's)

Because of the link between VOC's and air pollution, no product shall contain VOC's in concentrations that exceed 10% of the weight of the product.

Examples of VOC's include: benzene, carbon tetrachloride, chlorobenzene, methyl ethyl ketone, and trichloroethylene.

VOC content can also be tested using Test Method 24 or 24A, 40 CFR Part 60, Appendix A.

e) No Hazardous Waste Characteristics

No product, rendered unusable due to circumstances such as expired shelf life or as cleanup from a spill, shall be designated as a hazardous waste as defined in WAC 173-

303-070 or as characterized in WAC 173-303-090. Factors included in this designation include:

- Inclusion on discarded chemical product list or dangerous waste source list
- Ignitability: flashpoint less than 140 degrees F
- Corrosivity: pH of less than 2.0 or greater than or equal to 12.5
- Reactivity: eight properties that make a chemical likely to cause an explosive or sudden toxic danger
- Toxicity: Fails the Toxic Characteristic Leaching Procedure

See the *Washington State Dangerous Waste Regulations*:
<http://www.wa.gov/ecology/pubs/wac173303.pdf>

f) No Combination Cleaner-Disinfectants

The City believes that combination cleaner-disinfectant products are ineffective and result in over-use of highly toxic disinfectants. Therefore, no products shall be combination cleaner-disinfectant products.

No combination cleaner-disinfectant products containing a biocide requiring EPA registration as a pesticide.

2. Emergency Response Plan

Prior to contract award, the apparent successful bidder must prepare an Emergency Response Plan addressing actions to be taken to prevent, and respond to emergencies such as accidental spills or employee exposure to janitorial products occurring on City property. Plan should address hazards posed by the specific products planned for use, work practices to prevent spills/exposures, personal protective equipment to be used on the job, procedures for administering first aid and securing medical assistance to injured workers, emergency phone numbers, and procedures for notifying the City when such incidents occur. Failure to provide/submit an acceptable emergency response plan within 14 days will be grounds for bid rejection.

Appendix A

ENVIRONMENTAL CRITERIA FOR JANITORIAL PRODUCTS

--- Manufacturer's Product Certification Form ---

INSTRUCTIONS

- This form is required only of the apparent successful bidder. It must be completed and submitted to the City within 14 days of notification by the City.
- One form should be completed for each product proposed to be used in cleaning City facilities.
- Bidder should complete top section and have product manufacturer complete the rest.
- Examples of product description include: glass cleaner, toilet bowl cleaner, tub/tile cleaner/air freshener, furniture polish, carpet/upholstery spot remover, floor wax, disinfectant, graffiti remover, etc.
- Send copy of City criteria (Attachment 7 of the Invitation to Bid) to the manufacturer along with the Certification Form to provide definitions of criteria.
- All forms must be signed by an authorized representative of the manufacturer.
- Manufacturer should send completed forms back to the bidder, who should submit one complete package of certification forms for all products to the City.
- Attach a Material Safety Data Sheet (MSDS) to each completed form for submittal to the City.

Manufacturer Product Certification Form

The undersigning bidder certifies that the product described below is proposed to be used as stated in performing janitorial services for the City of Seattle, should a contract be awarded.

The undersigning manufacturer's representative certifies that the product described below complies with the City of Seattle's mandatory product attributes as described in Section 2, Attachment 7 (Environmental Criteria for Janitorial Products) of the request for quotation.

TO BE COMPLETED BY BIDDER:

Bidder Company Name	
Bidder Representative Name (printed)	
Signature of Bidder Representative/Date	
Complete Product Name	
Product Manufacturer	
Product Description	

TO BE COMPLETED BY MANUFACTURER:

Product complies with Item 2(a), No Persistent, Bioaccumulative and Toxic Chemicals.	YES	NO
Product complies with Item 2(b), No Carcinogens, Mutagens, and Teratogens.	YES	NO
Product complies with Item 2(c), No Ozone-Depleting Compounds.	YES	NO
Product complies with Item 2(d), Low Volatile Organic Compounds.	YES	NO
Product complies with Item 2(e), No Hazardous Waste Characteristics.	YES	NO
Product complies with Item 2(f), No Combination Clean-Disinfectants.	YES	NO
Name of Manufacturing Company		
Printed Name and Title of Manufacturer Representative		
Phone Number of Manufacturer Representative		
Signature of Manufacturer Representative/Date		

Appendix B

ENVIRONMENTAL CRITERIA FOR JANITORIAL PRODUCTS

--- Partial List of Alkylphenol Ethoxylates²³ ---

This list provides examples of alkylphenol ethoxylates (APE's), however it should not be considered an exhaustive list of all APE's. The manufacturer is responsible for ensuring that the ingredients in their product do not include any APE's.

I. CAS Number	Chemical Name (s)
104-35-08	4-Nonylphenoxy ethanol
2315-61-9	p-Octylphenol diethoxylate
2315-62-0	p-Octylphenol ethoxylate
2315-63-1	p-Octylphenol ethoxylate
2315-64-2	p-Octylphenol ethoxylate
2315-67-5	2-(4-1,1,3,3-tetramethylbutyl)phenoxy) ethanol
9002-93-1	p-tert-octylphenoxypolyethoxyethanol
9014-92-0	Dodecylphenol ethoxylates
9016-45-9	Nonylphenol polyethylene oxide
9036-19-5	Octylphenoxypoly (ethoxyethanol)
26027-38-3	Nonoxynol-9
27986-36-3	Nonylphenol monoethoxylate nonylphenoxyglycol (nonylphenoxy)ethanol
68412-54-4	C9 Branched alkylphenol ethoxylate
68987-90-6	C8 Branched alkylphenol ethoxylate

³ Source: Environmentally Responsible Cleaning Products Bid, Contract Number 11399, Washington State Departments of General Administration (OSP) and Ecology